

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| No. | RFA Section Reference | Stakeholder Question | MHSOAC Response |
|-----|-----------------------|---|---|
| 1. | General | I am interested in partnering with our county behavior health office for this grant. However, they are currently facing staff turnover and I am not confident their office can take the lead on the proposal. Are there specific requirements regarding an educational agency being the lead for the application process? | Section V.A.i.2. 2. An educational entity may be designated as the lead agency at the request of the county, city, or multicounty department, or consortium, and authorized to submit the application. The county, city, or multicounty department, or consortium, shall be the grantee and receive any grant funds if awarded a grant, even if the educational entity is designated as the lead agency and submits the application. |
| 2. | General | Just a quick question, given that schools are about to leave for the holidays. Are we able to add or delete schools/LEAs after we submit the Intent to Apply? | Yes, you may add or delete schools/LEAs after submission of the Intent to Apply. The application must include the final list of partners and educational entities. |
| 3. | General | In the RFP it states that 90% of the personnel costs must be for personnel who are dedicated to “delivering services” – do the services have to be in the form of direct mental health services or can they be in the form of hiring staff at the county level for program coordination, consultation and technical assistance for school based PEI activities such as professional development on trauma informed practices MH awareness and suicide prevention, stigma reduction and other strategies that can be used within the school community? | The services may be in the form of direct mental health services or can include staff who are coordinating programs which include those outlined under Allowable Costs in Section V.E.i. |
| 4. | General | Is it correct to assume that there are no page limits on any sections or attachments? | Yes. There are no page limits. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|----|---------------|--|---|
| 5. | General | What font and font size should be used to respond to the RFA? | It is recommended that applicants choose an ADA compliant font, with a point size of 11 or 12, as appropriate for the font selected. It is the applicant's responsibility to ensure font size selected is large enough to be easily read by the scoring team. |
| 6. | General | Will there be a planning year before implementing the program? | It is up to the applicant to propose a plan that meets the grant requirements, and their ability to implement the program. |
| 7. | General | What does the OAC consider the "Local Education Agency"? | For purpose of this RFA, the use of "Local Educational Agency" in Section VII.C.4. has the same meaning as 34 CFR § 303.23(a) Local educational agency. "(a) General. Local educational agency or LEA means a public board of education or other public authority legally constituted within a State for either administrative control or direction of, or to perform a service function for, public elementary schools or secondary schools in a city, county, township, school district, or other political subdivision of a State, or for a combination of school districts or counties as are recognized in a State as an administrative agency for its public elementary schools or secondary schools." |
| 8. | I. Background | Can funds be used towards 0-5 age children or only towards school age youth? | Funds may be used towards 0-5 age children. |
| 9. | I. Background | Page 4 states, The Mental Health Services Act is intended to foster stronger school-community mental health partnerships that can leverage resources to help students succeed by authorizing counties and local educational agencies to enter into partnerships to create programs that include targeted interventions for pupils with identified | "Identified" in this context means "known" either formally or informally. The funds are not limited to students qualified for special education services and/or those that are Medi-Cal eligible. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|-----------------------|--|--|
| | | social-emotional, behavioral, and academic needs”. What is the definition of “identified”? Are the funds limited to students qualified for special education services and/or Medi-Cal eligible? | |
| 10. | III. Purpose And Goal | The RFA outlines many target populations, is the expectation to serve all or can a County determine the target population based on need? | The plan must include all services listed in Section III. See Welfare and Institutions Code Section 5886(d) in Appendix 2. |
| 11. | IV. Key Action Dates | If the notice of intent to award are March/June 2020, should we project a July 1, 2020 start date for grant purposes? | The tentative 2020 start dates are May for Category 1, and August for Category 2, subject to the contract execution process. |
| 12. | V.A. and VII.B. | Section V.A. states that applicants must be counties, in partnership with one or more school districts, AND the county office of education or a charter school (at least 3 entities within the partnership). Section V[II].B. states that the partnership is between the County and “one or more of the following: County Office of Education, Charter School, School District (minimum of 2 entities within the partnership). Can you please clarify if BOTH the district AND the County Office of Education need to be part of the partnership with the County, or if, for example, the partnership can be solely between the County and the County Office of Education, or solely between the County and a school district? | <p>Section V.A. lists the requirements for submitting a Grant application, which requires the partnership be the County, School District(s), and County Office of Education and/or Charter School.</p> <p>Section VII.B. are the minimum requirements to determine if you are eligible for applying for Category 1 or 2 grants.</p> <p>They are separate requirements.</p> |
| 13. | V.A. and VII.B. | Both sections state that the partnership must be with the “County Office of Education”. In Nevada County, one of our larger school districts, the Tahoe Truckee Unified School District, falls under | It is not a requirement that an applicant includes a County Office of Education in the partnership, since the third entity could be a County Office of Education or a Charter School. In addition, the requirement does not |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|--|---|---|
| | | the jurisdiction of the Placer County Office of Education. However, the Tahoe Truckee Unified School District serves both Nevada, Placer, and El Dorado Counties. Can Nevada County still apply for a partnership with the Tahoe Truckee Unified School District, if this district falls under the Placer County Office of Education? | state which County Office of Education needs to be part of the partnership, as long as there is a partnership. Yes, in this scenario Nevada County can apply for a partnership with the Tahoe Truckee Unified School District, as long as the requirements of the partnership are met. |
| 14. | V. Grant Application and Funding Attachment 3: Minimum Requirements | If there is an existing partnership between CBH and the COE in the form of a council where education is a required sector whose mission is to advance system and services for youth success, however no formal MOU or other written agreement exists but there are agendas, meeting minutes and sign in sheets- would this be considered an existing partnership or for purposes of this grant focus could it be considered a new/emerging partnership? | It is up to the applicant to determine which is the appropriate category to apply. The applicant is responsible to provide the supporting documentation that a partnership exists. The RFA allows the applicant to determine the type of supporting documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable. |
| 15. | V. Grant Application and Funding Attachment 3: Minimum Requirements | If there is a partnership in terms of collaborative initiatives between CBH and the COE however no formal MOU exists specific to MH promotion, PEI in schools- would this be considered a new/emerging partnership to bring forth MH promotion in schools? | This is a mental health grant. The partnership must be related to mental health. It is up to the applicant to determine which is the appropriate category to apply. The applicant is responsible to provide the supporting documentation that a partnership exists. The RFA allows the applicant to determine the type of supporting documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable |
| 16. | V. Grant Application and Funding | If the CBH department and the COE have formal MOU's to fund specific activities such as ATOD and Friday Night live but nothing around mental | This is a mental health grant. The partnership must be related to mental health. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|--|---|---|
| | Attachment 3: Minimum Requirements | health services would a new formulation of efforts then be considered a “new /emerging partnership | It is up to the applicant to determine which is the appropriate category to apply. The applicant is responsible to provide the supporting documentation that a partnership exists. The RFA allows the applicant to determine the type of supporting documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable |
| 17. | V. Grant Application and Funding Attachment 10-1: Budget Worksheet Instructions | Are funds allowed to be used to cover teacher professional development costs or substitute costs for teachers to attend? | Yes, if it is related to the goals outlined in the application and complies with the allowable costs set forth in Section V.E.i.. |
| 18. | V. Grant Application and Funding Attachment 10-1: Budget Worksheet Instructions | Are funds allowed to be used for program materials/trainings such as Teen Mental Health First Aide? YMHFA, NAMI on campus? | Yes, as long as the expenses are in line with the goals outlined in the application and complies with the allowable costs set forth in Section V.E.i.. |
| 19. | V. Grant Application and Funding | Please confirm how the funds are given. If the school district or educational entity is designated as the lead agency and submits the application, will the grant funds go to the school district or educational entity or would it go to the county Behavioral Health Services? | The grant funds will go to the County Behavioral Health Services. Section V.A.i.2. states, “The county, city, or multicounty department, or consortium, shall be the grantee and receive any grant funds if awarded a grant, even if the educational entity is designated as the lead agency and submits the application.” |
| 20. | V. Grant Application and Funding | Please confirm how the funds are given. Is it to County Behavioral Health Services (BHS) or to any government entity that applies? – Example: If Elk Grove Unified School District and Elk Grove City and Sacramento County Office of Education applied together – would the funds just go to Elk | The grant funds will go to the County Behavioral Health Services. Section V.A.i.2. states, “The county, city, or multicounty department, or consortium, shall be the grantee and receive any grant funds if awarded a grant, even if the |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|---|---|--|
| | | Grove City and County BHS would not be involved at all? | educational entity is designated as the lead agency and submits the application.” |
| 21. | V. Grant Application & Funding E. Allowable Costs i. 1. | Does facilities improvement include the purchase of a modular buildings if they will be placed on district property on or adjacent to a school campus? Does it also include the purchase of other capital outlay and vehicles? | This is a mental health grant. The facilities improvement, purchase of modular buildings, other capital outlay, or vehicles, must relate to the goals of the Grant and complies with the allowable costs set forth in Section V.E.i.. It is up to the applicant to determine whether these outlays are related to the goals of the Grant. |
| 22. | V. Grant Application & Funding B. i. | Define and clarify the roles of the lead agency. | The lead agency is the point of contact for the partnership submitting the application. |
| 23. | V.A. GRANT APPLICATION FUNDING, Eligibility Criteria | <p>Does the district have to partner with the county behavioral health care or county office of education?</p> <p>Are county offices considered fiscal managers? Will they have a say on the development, implementation of district’s efforts?</p> <p>What if these two offices are partnering and the district only wants to partner with one?</p> <p>a. Does it have to be both? Or, one or the other?</p> | <p>The application must be from a partnership that includes: (1) a County, city, or multicounty mental health or behavioral health departments, or a consortium of those entities, including multicounty partnerships; (2) one or more school districts; and (3) County Office of Education and/or Charter School.</p> <p>It is not clear what is meant by “fiscal manager.” The “County, City or Multi-County Mental Health or Behavioral Health Department, or a consortium of those entities, including Multi-County Partnerships” shall be the grantee and receive any grant funds. The partnership determines who provides input on the development and implementation of the plan.</p> <p>The application must be from a partnership that includes: (1) a County, city, or multicounty mental health or behavioral health departments, or a consortium of those entities, including multicounty partnerships; (2) one or</p> |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|--|---|--|
| | | | more school districts; and (3) County Office of Education and/or Charter School. |
| 24. | V.A. Grant Application and Funding, Eligibility Criteria | Redwood Community Services, Inc. (RCS), a community-based nonprofit service provider, contracts with Mendocino County Behavioral Health and Recovery Services (MCBHRS) to provide mental health services for Mendocino County. If approved by the MCBHRS, can RCS be the lead agency/applicant for the MHSSA grant application? | The lead agency can only be the County, or an educational entity designated by the county. Educational entities are either a school district, county office of education, or a charter school |
| 25. | V.A.i.1. | <p>“Applicants are limited to ..., including multicounty partnerships, in partnership with one or more school districts...”</p> <p>Does a County Office of Education (COE) or Special Education Local Plan Area (SELPA) meet the definition of school district?</p> | <p>While some county offices of education may have enrollment, for the purpose of this grant they are not considered a school district.</p> <p>If a SELPA includes one or more school districts, it meets the definition of a school district, and all school districts must be identified in the application.</p> |
| 26. | V.A.i.1. | <p>“Applicants are limited to ..., including multicounty partnerships, in partnership with one or more school districts...”</p> <p>Can the County Office of Education (COE) represent both the COE and the school district?</p> | While some county offices of education may have enrollment, for the purpose of this grant they are not considered a school district and cannot represent both. |
| 27. | V.A.i.1. GRANT APPLICATION AND FUNDING, Eligibility Criteria, Applicants are limited to: County, city, or multicounty mental | <p>Is the intent of the program and statutory language to create options to satisfy 1 OR 2 or is the intent that the applicant will meet the criteria for both 1 AND 2?</p> <p>SPECIFICALLY:</p> <p>1. County, city, or multicounty mental health or behavioral health departments, or a consortium</p> | Section V.A.i.1. is the requirement that applicants must meet. Section V.A.i.2. provides the option of designating a lead agency different than the county, city or multicounty mental health or behavioral health departments or consortium of those entities. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|--|--|--|
| | health or behavioral health department... | <p>of those entities, including multicounty partnerships, in partnership with one or more school districts and at least one of the following educational entities located within the county:</p> <ul style="list-style-type: none"> • The county office of education • A charter school <p>OR/AND?</p> <p>2. An educational entity may be designated as the lead agency at the request of the county, city, or multicounty department, or consortium, and authorized to submit the application. The county, city, or multicounty department, or consortium, shall be the grantee and receive any grant funds if awarded a grant, even if the educational entity is designated as the lead agency and submits the application.</p> | |
| 28. | V.A.2.1. GRANT APPLICATION AND FUNDING, Eligibility Criteria, Applicants are limited to: An educational entity may be designated as the lead agency at the request of the... | <p>Is the intent of the program and statutory language to authorize an educational entity such as a school district, county office of education or charter school to apply separately from other educational entities within the same county under an existing or a new partnership?</p> <p>SPECIFICALLY:</p> <p>If a county mental health or behavioral health department under an existing or a new partnership designates a county office of education as a lead agency that applies for the grant, does this action bar a school district within the same county through either an existing or a new partnership to also be designated as the lead</p> | It is the intent of the RFA to receive one application per county. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|---|---|--|
| | | agency and therefore also apply for the grant to fund the activities of the partnership? Is the intent of the program to limit it to one application per county? | |
| 29. | V.D. | Please confirm the total grant amount a large county will receive annually. | The total grant awarded to a large county is \$6,000,000 over the 4-year grant term. Applicants must determine the annual budget that supports their proposed plan. |
| 30. | V.D. GRANT APPLICATION FUNDING, Grant Apportionment | <p>For category 2, two grants will be awarded. If multiple school districts apply in partnerships with county offices, is the county office the grantee?</p> <p>If yes, does this mean that multiple school districts will get funding? Or, will only two school districts get the funding?</p> <p>If county offices and a consortium of schools apply together, will one grant be awarded and multiple districts funded?</p> | <p>It is the intent of the RFA to receive one application per county.</p> <p>The “County, City or Multi-County Mental Health or Behavioral Health Department, or a consortium of those entities, including Multi-County Partnerships” shall be the grantee and receive any grant funds.</p> <p>One grant will be awarded to the Partnership.</p> |
| 31. | V.D.iii. Grant Categories | Do you define existing partnership as one with an existing signed MOU/contract between the parties, or an informal partnership between entities with an unsigned (but may be dated) agreement to work together? | Section VII.B.iii. states that support of an existing partnership can be an MOU, service agreement, or other type of agreement between all of the entities formalizing the partnership and dated. |
| 32. | V.D.iii. Grant Categories | What is considered an “existing partnership for purposes of this RFA”? We have one contract with our county office of education that funds Youth Mental Health First Aid trainings and a Bullying Prevention curriculum. We do not have an existing partnership that includes providing mental health treatment. Would we be | <p>This is a mental health grant. The partnership must be related to mental health but is not limited to mental health treatment.</p> <p>It is up to the applicant to determine which is the appropriate category to apply. The applicant is responsible to provide the supporting documentation</p> |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|---------------------------|---|--|
| | | considered to have an existing partnership for the purposes of this RFA? | that a partnership exists. The RFA allows the applicant to determine the type of supporting documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable |
| 33. | V.D.iii. Grant Categories | A partnership currently exists between the county office and local mental health services agency. If expanded to include all school districts in the county, would this be a Category 1 or Category 2 proposal? | It is up to the applicant to determine which is the appropriate category to apply. The applicant is responsible to provide the supporting documentation that a partnership exists. The RFA allows the applicant to determine the type of supporting documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable. |
| 34. | V.E.i.1. Allowable Costs | <p>“At least 90 percent of the personnel costs must be for personnel who are dedicated to delivering services...Program cost include, but are not limited to training, technology...”</p> <p>Are personnel who deliver training to staff considered to be “dedicated to delivering services”?</p> | Yes. Personnel delivering training to staff which is related to the MHSSA grant would be considered “dedicated to delivering services.” |
| 35. | V.E.i.1. Allowable Costs | <p>“At least 90 percent of the personnel costs must be for personnel who are dedicated to delivering services...Program cost include, but are not limited to training, technology...”</p> <p>Are personnel who provide technical support for new technologies to staff considered to be “dedicated to delivering services”?</p> | This question is too broad to provide a response. Services must be directly related to your proposed program. |
| 36. | V.E.i.1. Allowable Costs | “At least 90 percent of the personnel costs must be for personnel who are | This question is too broad to provide a response. Services must be directly related to your proposed program. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|----------------------------------|---|--|
| | | <p>dedicated to delivering services...Program cost include, but are not limited to training, technology..."</p> <p>If we developed a program in which we provided a teacher's coach who was in the classroom to help the teacher intervene with students', would that coach be considered to be "dedicated to delivering services"?</p> | |
| 37. | V.E.I.1.v Allowable Costs | Clarify what is meant by placement assistance. | Placement assistance could include but is not limited to navigation to services to appropriate programs. |
| 38. | V.E.i.3. | <p>"Grant funds cannot be transferred to any other program account..."</p> <p>Does that mean we need to establish an individual account or can we identify the program through a designated cost center?</p> | It is up to the applicant to determine how they will account for all grant funds. Grant funds can only be used for the specific purposes approved in an awarded grant application. |
| 39. | VI School District Enrollment | <p>The application requires that enrollment numbers for each school district be provided. Will the number of students enrolled in a school district be a determining factor in which county is selected to receive a grant?</p> <p>a. If yes, what if the number provided in the application does not match the data that is obtained from the California Department of Education Enrollment?</p> <p>There is a disclaimer on the California Department of Education Enrollment Data website stating: <i>"The California School Directory and related public</i></p> | <p>The data provided is as of a point in time and for a specific enrollment population and will be used as part of the scoring process (see Section VII.C.).</p> <p>If an applicant believes the numbers are materially incorrect as of that specific point in time and for the specific population, they may submit new numbers with full documentation to support the numbers and population. Information provided must be conclusive to support the applicant's position, in order for the MHSOAC to consider during the procurement process.</p> |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|---------------------------------|--|--|
| | | <i>school and district data files (collectively referred to as the “Directory”), contain information about California schools, districts, and school/district administrators that is voluntarily self-reported by local education agencies (LEAs) to the California Department of Education (CDE) as a public convenience. Because the information is voluntarily self-reported, the Directory does not contain information for every LEA and the information that is in the Directory may be outdated or have errors, omissions, typos and other inaccuracies. Therefore, information, or the absence of information, in the Directory should not be relied upon for any purpose and should be used only to contact the LEA. The CDE makes no representation or warranty, express or implied, with respect to Directory information.”</i> | |
| 40. | VI.D.ii.4. and 5. Proposed Plan | Is the State requiring any type of measure or data to show that there is an actual reduction? | The specific metrics to determine performance outcomes will be provided to the grant awardees by the MHSOAC. |
| 41. | VII.B.i. | If County Mental Health has a relationship with the County Office of Education, but not a specific District, should the applicant (County Office with the specific District) apply as an existing (because of the relationship with COE) or new/emerging partnership? | It is up to the applicant to determine which is the appropriate category to apply. The applicant is responsible to provide the supporting documentation that a partnership exists. The RFA allows the applicant to determine the type of supporting documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable. |
| 42. | VII.B.i. | If the County wants to work with a new (no previous relationship) district and district for which they already have a partnership, what | It is up to the applicant to determine which is the appropriate category to apply. The applicant is responsible to provide the supporting documentation that a partnership exists. The RFA allows the applicant to |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|--|--|--|
| | | should they apply under? Existing or new/emerging partner? | determine the type of supporting documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable. |
| 43. | VII.B.i. | Can districts who want to work directly with a CBO that is contracted with the County Dept of Mental/Behavioral Health apply even if the County does not apply? | The application must be from a partnership that includes a County, city, or multicounty mental health or behavioral health departments, or a consortium of those entities, including multicounty partnerships; one or more school districts; and County Office of Education and/or Charter School. |
| 44. | VII.B.i.1. Category 1- Existing Partnership | How is an existing partnership defined/quantified? | Section VII.B.i defines existing partnership. It is up to the applicant to determine which is the appropriate category to apply. The applicant is responsible to provide the supporting documentation that a partnership exists. The RFA allows the applicant to determine the type of supporting documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable. |
| 45. | VII.B.iii. | What <u>other</u> documents are allowable other than formal MOU's or agreements? Would meeting agendas and /or published documents that were co-created suffice to establish an existing partnership? | The RFA allows the applicant to determine the type of documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable. |
| 46. | VII.B.iii. Evidence of Established Partnership | To fulfill this requirement would a letter of intent meet the requirement of "other agreement" in support of the grant application or does it need to be an executed agreement? "This can include an MOU, service agreement, or <u>other type of agreement</u> between all of the entities with a current 2020 date." | The RFA allows the applicant to determine the type of documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|---|---|--|
| 47. | VII.B.iii. Evidence of Established Partnership | Is the 2020 date on the MOU, service agreement, or other type of agreements based on the fiscal year (Jul 1, 2019-Jun 30, 2020) or calendar year (Jan 1-Dec31, 2020) | The support provided must indicate that the partnership is still in existence in 2020. The document does not have to be dated in 2020. |
| 48. | VII.B. | <p>“The Applicant must choose either Category 1 – Existing Partnerships or Category 2 – New or Emerging Partnerships”</p> <p>In determining whether to apply under the existing partnership category or the new/emerging partnership category: If a contracted provider agency (through the MHP) has an existing MOU with a school district, is that considered an existing relationship?</p> | It is up to the applicant to determine which is the appropriate category to apply. The applicant is responsible to provide the supporting documentation that a partnership exists. The RFA allows the applicant to determine the type of supporting documentation that they need to submit to verify the requirement has been met. All documentation must be verifiable. |
| 49. | VII.C.i. Applicant Background, Partnership Background | <p>Once the consortium has submitted the Letter of Intent to Apply, can we add additional Service Providers or School Districts to the consortium?</p> <p>Additionally, can the consortium add additional Service Providers or School Districts after the application has been submitted and/or grant awards have been determined?</p> | <p>Yes, you may add additional Service Providers or School Districts to the consortium after submission of the Intent to Apply. The application must include the final list of partners and educational entities.</p> <p>For the purposes of this procurement additional Service Providers or School Districts cannot be added after the grant application has been submitted. However, the program can add additional Service Providers or School Districts to the partnership as long as it is not paid for by this grant.</p> |
| 50. | VII.C.i.3. | <p>“Governance Structure... governance structure of the County - Educational Entities Partnership”</p> <p>If we do not have this level of partnership</p> | Only the minimum requirements as stated in VII.B.i. and ii., need to be met to determine if you qualify for Category 1 – Existing Partnerships or Category 2 – New or Emerging Partnerships. Section VII.B.iii lists the evidence of an established partnership. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|---------------------------|---|---|
| | | established, does it mean it is a new/emerging partnership? | |
| 51. | VII.C.i.4. | <p>“Describe the sources of funds supporting the Partnership”</p> <p>Two of the categories are identified as County funds and State funds (section 4b and 4d). Does the OAC consider local MHSA funds State or County dollars?</p> | State. |
| 52. | VII. | Once the term for grant funding has ended, will the County still be required to submit data for the program that was funded? | Grantees will be required to submit data during the four contract years. Grantees will not be required to submit data after the grant has ended however, grantees are encouraged to continue collecting and sharing the data after the grant has ended. |
| 53. | VII.D.ii.7.d.iii. | <p>“Engage a health care service plan or a health insurer...”</p> <p>This requires the partnership to identify the ability to engage a healthcare services plan or health insurer in the mental health partnership. Please define “<i>engagement</i>.”</p> | The partnership must be able to coordinate services with a healthcare services plan or health insurer. |
| 54. | VII.D.ii.7. Proposed Plan | <p>Can the needs be based on current data alone or do the gaps in services need to be available in a published report?</p> <p>“The need for mental health services for children and youth, including campus-based mental health services, as well as potential gaps in local service connections. <u>Identify the needs and how they were determined</u> (e.g. Needs assessment)”</p> | A published report is not required, but the application must provide support as to how the needs were determined. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|-------------------------------|--|--|
| 55. | VII.E.iv. Sustainability Plan | Will applicants receive a higher score for providing a match? Or alternately, be penalized for not including a match? If points are awarded based on match, what is the threshold to receive maximum points for each subsection. | See Section XII.C. for Scored Requirements tables. Scoring for Matching Funds is listed under "Other Scoring." |
| 56. | VII.E.iv. Sustainability Plan | Are there any specific sources of funds which are unallowable for the match? | There are no limitations on the sources of the matching funds. |
| 57 | VII.E.iv. Sustainability Plan | Can we provide a 3- or 5-year sustainability plan? | It is up to applicant to determine what information they provide to support the sustainability plan. |
| 58. | VII.E.iv.c. | When referring to matching funds, do you mean Actual, In-Kind or both? Does the source of the funds matter? ie, can the match be State or Federal grant funding? | Matching funds may be Actual or In-Kind. There is no requirement regarding the source of matching funds. It is up to the applicant to determine if the source of funds may be used for a match. |
| 59. | VIII. Evaluation | Would the staff (or consultants) hired to conduct the local evaluation activities described below be listed in the Budget Worksheet under "Hire staff," "Hire contractors," or would the role/s be considered administrative? "Grantees shall employ staff through the grant for MHSSA data gathering, submission of relevant data, and submission of program implementation and summary program evaluations to the MHSOAC" | If the specific duties assigned are only to conduct local evaluation activities under this grant, then they may be considered as staff or contractors. Ultimately, it is the decision of the applicant to determine the appropriate classification and use of grant funds for each activity in their plan. |
| 60. | VIII. EVALUATION | Can the funds be used to pay for an evaluator to help with the evaluation process and reporting? | Yes. |
| 61. | VIII. Evaluation | Is the required evaluator considered a program staff or is the position to be included in the "administration costs"? | The evaluator is considered a program cost and is not included in administration costs. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|-------------------------------------|---|--|
| | | Can this position be filled by a contractor or must they be an employee? | It may be filled by either an employee or contractor. |
| 62. | VIII. Evaluation | What do you mean by 'relevant person identified-level data'? Can we use a key (i.e., student id) to protect the student's identity? | "Relevant person identified-level data" is data which is at the student level. A key is acceptable. |
| 63. | IX. Reporting | By 'person hired by the county' or 'county staff' are you including persons hired by the County Office of Education, and all County partners, or just County Mental or Behavioral Health Department? | If the grant is paying for an employee or contractor, or an employee or contractor is being paid through matching in-kind services, those positions should be included in the hiring report. It is not limited to county mental or behavioral health departments. |
| 64. | IX. Reporting | This section lists several reports that will be due during the contract period. What in this section is required to be submitted with the proposal? For example, should a summary of steps to accomplish each element of the reporting be included in the proposal? | Reporting requirements are due after the contract is awarded and not with submission of the application. |
| 65. | IX.C. Expenditure Information | Can unspent funds be carried over to the next year in the contract period or does each year of funding stand alone? | Unspent funds will not be carried over to the next year. It is expected that the budget presented is the actual spending plan. The MHSOAC will manage this contract based upon the applicant's plan and program budget, to limit unspent funds. The MHSOAC does reserve the right to amend the contract if a situation arises where one is needed. |
| 66. | X.D. | Can partners be modified after the LOI is submitted if additional partnerships will strengthen the application? | Yes, you may add or delete partners after submission of the Intent to Apply. The application must include the final list of partners and educational entities. |
| 67. | X.I. Signature of Bid (Application) | Can you please clarify who the MHSOAC would consider as an authorized individual to bind the bidding Partnership contractually? | The partnership must identify who is the authorized individual to bind the partnership contractually. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|---|---|--|
| 68. | XII.C. Application Scoring, Scored Requirements | What is the operational definition of pass/fail? | “Pass” indicates that the applicant complied with the requirement, and “Fail” indicates that the applicant did not comply with the requirement. |
| 69. | XII.C. Application Scoring, Scored Requirements | What is the weight of pass/fail? | Pass/Fail requirements do not have any scoring weight. Applications either Pass or Fail the requirement. Failing a requirement deems the application non-compliant and subjects an application to be rejected, (Section XI.B). |
| 70. | XII.C. Scored Requirements, Other | Where should the applicant enter the following information in order to receive points as no template is provided? “Ratio of enrolled Students included in the proposed program / total enrolled students in the Applicant’s County Ratio of Grant amount / enrolled students included in the proposed program Ratio of Medi-Cal funds committed to the proposed program / Grant amount Ratio of Local/LEA funds committed to the proposed program / Grant amount Ratio of State funds committed to the proposed program / Grant amount Ratio of Other/Private funds committed to the proposed program / Grant amount” | The enrollment data is provided in Appendix 1 and the funding data is provided for in the application per Section VII.E.iv.2.c. No additional template is needed. |
| 71. | XII.C. C. Scored Requirements, Other | What methodology will be employed in scoring the ratios? Will the Commission provide insight into what the expectation is to receive full points for each? “Ratio of enrolled Students included in the proposed program / total enrolled students in the Applicant’s County | See Addendum 1 for scoring clarification. Each ratio will be multiplied by 600, which is the total points available for each calculation. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|--|--|---|
| | | Ratio of Grant amount / enrolled students included in the proposed program Ratio of Medi-Cal funds committed to the proposed program / Grant amount Ratio of Local/LEA funds committed to the proposed program / Grant amount Ratio of State funds committed to the proposed program / Grant amount Ratio of Other/Private funds committed to the proposed program / Grant amount" | |
| 72. | Attachment 1 Cover Sheet | Who has the authority to apply for the grant? | Attachment 1: Application Cover Sheet, requires that the Director or Designee from the lead County and/or City Mental Health/Behavioral Health Departments is identified as the entity submitting the application, and signs the application. The County or City Mental Health/Behavioral Health Department Director or Designee may also on Attachment 1 designate a different lead. |
| 73. | Attachment 1 | Who has the authority to designate the lead agency? Is it the Behavioral Health Director or is it the Board of Supervisors? Our planning collaborative has discussed designating Contra Costa Office of Education as Lead Agency. | Attachment 1: Application Cover Sheet, requires that the Director or Designee from the lead County and/or City Mental Health/Behavioral Health Departments is identified as the entity submitting the application, and signs the application. The County or City Mental Health/Behavioral Health Department Director or Designee may also on Attachment 1 designate a different lead. |
| 74. | Attachment 1: Application Cover Sheet | Where should other partners (e.g., universities, nonprofits, private entities) be listed as they don't fall under current categories - Additional County and/or City Mental Health/Behavioral Health | This information can be provided in response to Section VII.C.i.3.a. and c., if involved in the partnership governance, and/or VII.C.i.3.d. organization chart of all entities. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|-------------------------------|---|---|
| | | Departments, Educational entities (County Office of Education and/or Charter Schools), or School Districts | |
| 75. | Attachment 2: Intent to Apply | If the list of partners provided on the intent to apply changes prior to submission of the full application, does the applicant need to inform the Commission? | The MHSOAC does not need to be separately informed of changes from the Intent to Apply to the application, but the application must include the final list of partners and educational entities. |
| 76. | Attachment 2, Intent to Apply | <p>We have a few questions regarding the MHSOAC's MHSSA RFA_001, and specifically Attachment 2, Intent to Apply.</p> <p>When applicants submit the Intent to Apply letter on January 10, we are hoping for additional clarification regarding how solidified and/or final the list of partners needs to be. Specifically, we are hoping to have clarity on all of the following scenarios:</p> <ol style="list-style-type: none"> 1) Can a lead applicant submit Attachment 2 without an identified partner in all of the required categories? 2) After Attachment 2 is submitted, can a new partner entity be added to the proposal that was not originally identified on Attachment 2? 3) After Attachment 2 is submitted, can a partner entity that was listed on Attachment 2 be removed before final submission of the RFA? | <p>Yes. As part of the Intent to Apply due on January 10, 2020, the applicant may submit Attachment 2 without an identified partner in all categories. The application must include the final list of partners and educational entities.</p> <p>Yes. A partner entity that was not included on Attachment 2 may be added to the final proposal. The application must include the final list of partners and educational entities.</p> <p>Yes. A partner entity which was listed on Attachment 2 may be removed. The application must include the final list of partners and educational entities.</p> |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|---|---|--|
| 77. | Attachment 3, Evidence of Established Collaborative, Item VII.B.iii.2 | San Mateo County Behavioral Health Services department has an existing MOU with San Mateo County Special Education Local Planning Area (SELPA) for the purpose of providing special education and related services to students as specified in students' Individualized Education Plan, would this serve as appropriate evidence of an established partnership for the purposes of the RFA? | Yes, as long as the special education partnership includes components of mental health services. |
| 78. | Attachment 4: Applicant Background, VII.C.i.2. | How should a single county collaborative document the response for this section in order to "pass", as the bulleted list appears to be for the multi-county collaborative only. "Is this a Single or multi-county collaborative? If multi-county, list the names of the counties." | If the application is for a single county collaborative, enter the word "Single." |
| 79. | Attachment 5: Proposed Plan, VII.D.i. | Is a response required for this section or is it purely informational? It is unclear as there is some blank space under the statement for a potential response, yet no points assigned in the scoring rubric. "The Program Plan must demonstrate the Applicant's ability to meet all specified qualifications, requirements, and standards set forth in the RFA. The Program Plan will include, among other things, a description of the Existing Partnership, or New or Emerging Partnership and the proposed grant program." | This section is purely informational, and no response is required. |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|-----|---|--|--|
| 80. | Attachment 5: Proposed Plan, VII.D.ii.4. and 5. | Please provide a definition for stigma and discrimination. "4. Reducing the stigma associated with the diagnosis of a mental illness or seeking mental health services." "5. Reducing discrimination against people with mental illness." | The question is too broad to respond. However, a review of county behavioral health department's MHSA three-year plan or annual update may provide some information as to the county's approach to reduce "stigma" and "discrimination." |
| 81. | Attachment 5: Proposed Plan, VII.D.ii.7.a. and VII.D.ii.7a.i. | Does the Commission have guidance on how the response to the "need" language in 7a should differ from the "need" response of 7ai? <u>The need for mental health services for children and youth</u> , including campus-based mental health services, as well as potential gaps in local service connections <u>Identify the needs</u> and how they were determined (e.g. Needs assessment) | VII.D.ii.7.a. addresses what is needed for mental health services. VII.D.ii.7.a.i. is a subset of requirement VII.D.ii.7.a. and specifically focuses on the needs that were identified and how they were determined. |
| 82. | Attachment 5: Proposed Plan, VII.D.ii.7.d.vii. | How will the Commission quantify if there is an "emphasis" on screening students from Pre-K to third grade? "Screen students for risk factors related to trauma or other mental health conditions, with emphasis on Pre-K through 3rd grade." | There is no requirement that the MHSOAC will quantify "emphasis." The applicant has discretion with their plan to respond in a way that meets the requirement. |
| 83. | Attachment 10: Budget | Can fiscal amounts and staffing be different each year of the contract to reflect phasing in the program? | Yes. The budget must reflect the planned work efforts required to operate the program. |
| 84. | Attachment 10: Budget | Please provide definition of "administration costs" and provide examples of common items included in that definition. | Allowable costs are outlined in Section V.E. Anything that is not listed, but supports the program, is considered administration. |
| 85. | Appendix 1 | I am currently looking at the grant application page and pulled up the Appendix 1 - Enrollment by School District and County. I scrolled down to | The Data in Appendix 1 comes from the California Department of Education, and will not be updated by the MHSOAC with the submittal of a Grant Application. See |

MHSOAC
RFA MHSSA_001
Questions and Answers
1/3/2020

| | | | |
|--|--|---|--|
| | | the Madera County page, and it looks like all the districts in Madera County are represented on this page, with the exception of Golden Valley USD. Will we show up on this page once we have sent in our application/grant proposal? | Section VII.C.i for instructions on what to do if the school district is not listed on Appendix 1. |
|--|--|---|--|